

# MORGANTOWN PLANNING COMMISSION

## MINUTES

**6:30 PM**

**August 23, 2012**

**COUNCIL CHAMBERS**

**NOTE:** This August 23, 2012 Planning Commission meeting was rescheduled from August 9, 2012 due to the lack of a quorum of members available on August 9, 2012.

**MEMBERS PRESENT:** Peter DeMasters, Sam Loretta, Ken Martis, Bill Petros, Carol Pyles, Jennifer Selin, Mike Shuman, William Wyant

**MEMBERS ABSENT:** Tim Stranko

**STAFF:** Christopher Fletcher, AICP

**I. CALL TO ORDER/ROLL CALL:** DeMasters called the meeting to order at 6:30 PM.

DeMasters read the standard explanation of the how the Planning Commission conducts business and rules for public comments.

**II. GENERAL PUBLIC COMMENTS:** None

**III. MATTERS OF BUSINESS:**

**A.** Approval of the July 12, 2012 meeting minutes. Selin moved to approve the minutes from the July 12, 2012 hearing as presented; seconded by Wyant. Motion carried unanimously with Martis and Pyles abstaining due to their absence.

**IV. OLD BUSINESS:** None.

**V. NEW BUSINESS:**

**A. RZ08-05 / First Presbyterian Church of Morgantown / Spruce Street and Forest Avenue:** Administrative recommendation to the Planning Commission to rescind the Planned Unit Development (PUD) District classification and return the subject property to the previous zoning classifications. The subject property is described as being located along Spruce Street and Forest Avenue and the old Central School site along Baird Street and Willey Street; Tax Map 26, Parcels 247, 248, 249, 260, 262, 263, and 270.

Fletcher read the Staff report, stating that Article 1357.03 "Procedure for Approval of Planned Unit Development [PUD]" of the Planning and Zoning Code provides that a PUD Development Plan must be submitted to the City no later than eighteen (18) months following City Council approval of the PUD Outline Plan.

Fletcher discussed a timeline illustration and table that summarized the variance PUD approvals, amendments, and PUD Development Plan deadlines.

Fletcher stated that Staff has maintained ongoing discussions with Mr. Chet Parsons, President of Westminster House, Inc., concerning the petitioner's evolving development objectives and financing challenges. Staff understands that their present intentions are to pursue a development program that will fall within the standards of the zoning districts for which the property was classified prior to the PUD approval. As such, the petitioner does not wish to pursue an additional deadline extension request.

One of the elements included in the Planning Commission's Outline Plan amendment approvals was to allow the owner to offer portions of the site for permit parking on a temporary basis. The owner advised Staff and the Planning Commission that revenue from the leased parking spaces was necessary to satisfy a portion of the project's debt service. The duration of this temporary parking expired on June 30, 2012 as set forth under the Planning Commission's December 8, 2011 approval of Outline Plan Amendment 4. Staff understands that the owner will be seeking an extension of the temporary parking use during the Planning Commission's September 2012 hearing.

Article 1357.03 (D) (4) (c) requires the Planning Division to report to the Planning Commission on Planned Unit Developments with time limits that have expired and notify the original applicant of same. By the attached letter dated June 25, 2012, Staff notified the petitioner of the pending expiration on July 25, 2012.

It is the opinion of the Planning Division that the Planning Commission must:

1. Determine whether to consider extending the deadline for good cause, consistent with the purposes of the Zoning Ordinance; OR,
2. Initiate action to amend the Zoning Map so as to rescind the Planned Unit Development designation and reclassify the subject realty to its previous R-2, B-2, and B-4 designations.

Should the Planning Commission choose to extend the deadline, than it is obligated to state the basis for which it is to be granted and identify a specific period for same. Again, Staff understands that the petitioner does not wish to seek a deadline extension.

Should the Planning Commission choose to initiate action to rescind the PUD designation, than it must submit a recommendation to City Council to, by ordinance, reclassify the subject realty from a PUD District to the respective R-2, B-2, and B-4 Districts.

Under either scenario, Staff recommends that the Planning Commission hear comments under its standard public hearing procedure before entertaining a motion.

There being no questions by the Commission, DeMasters opened the public hearing asking if anyone was present to speak in favor of or in opposition to the request. There being none, DeMasters declared the public hearing portion closed.

Martis asked for clarification on the fact that the Planning Commission needs to take action to rescind the PUD designation rather than just letting it expire.

Fletcher stated that the reason the Planning Commission must forward a recommendation to City Council is that changing the zoning classification from the PUD District to the previous

classifications is an amendment to the City's official zoning map, which requires ordinance approval by City Council.

Wyant made a motion to recommend to City Council that the PUD designation be rescinded and that the zoning for the subject parcels be reclassified to their respective R-2, B-2, and B-4 designations prior to the PUD classification; seconded by Loretta. Motion carried unanimously.

- B. MJS12-01 / Monongalia County Habitat for Humanity / Jersey Avenue:**  
Request by Tara Dille, on behalf of the Monongalia County Habitat for Humanity for final Major Subdivision plat approval of 2.1895 acres at Jersey Avenue; Tax Map 24, Parcel 41; R-1A, Single-Family Residential District.

Fletcher read the Staff report stating that the Planning Commission approved the petitioner's preliminary plat in June 2012 to create six (6) parcels for the development of six single-family dwelling units. The petitioner now seeks final plat approval, which serves as the recording instrument. Addendum A of this report illustrates the location of the subject site.

The following list enumerates the Planning Commission's preliminary plat approval conditions and how each has been addressed by the petitioner (*in italics*).

1. That the final plat illustrate a sidewalk with a minimum width of five (5) feet along Jersey Avenue beginning at the most western frontage point of Lot 6 shown on the preliminary plat to the most eastern frontage point of Lot 1 shown on the preliminary plat. The City Engineer may, as provided in Article 1335.07(F), reduce this minimum width standard to four (4) feet based on site constraints.

*The City Engineer has not waived this provision and the petitioner has agreed to construct a five-foot wide sidewalk as required. Said five-foot is illustrated on the petitioner's final plat document and is located within the public right-of-way. Final five-foot wide sidewalk location between the existing roadway and the petitioner's property will be determined with consultation by the City Engineer during building permitting and construction.*

2. That, prior to submission of the final plat for Planning Commission approval, all engineering designs and associated bonding or similar acceptable security, where necessary, be approved by the City Engineer and/or Morgantown Utility Board for: 1.) The required sidewalk along Jersey Avenue; and, 2.) All water, sanitary sewer, and/or stormwater management systems.

*The petitioner has, to the satisfaction of the City Engineer, submitted a performance bond covering the construction costs of the sidewalks and curbs (see application exhibit).*

There was no petitioner present, so Staff represented this request.

Fletcher stated that the Planning Commission approved preliminary plat under a major subdivision, and that Habitat has satisfied all conditions that the Planning Commission included in that preliminary approval.

There being no questions by the Commission, DeMasters opened the public hearing asking if anyone was present to speak in favor of or in opposition to the request. There being none, DeMasters declared the public hearing closed and asked for Staff recommendations.

Fletcher read Staff recommendation stating that Staff recommends approval of the final plat with the following conditions:

1. That the petitioner submit four (4) original final plat documents (marked "Final Plat") signed and sealed by a surveyor licensed in the State of West Virginia for the Planning Commission President's signature;
2. That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the condition set forth above.

Martis made a motion to approve request MJS12-01 with Staff recommended conditions; seconded by Selin. Motion carried unanimously.

- C. RZ12-03 / Monazam / 3566 Collins Ferry Road:** Request by Esmail Monazam for a Zoning Map Amendment from R-1, Single-Family Residential District to O-I, Office and Institutional District at 3566 Collins Ferry Road; Tax Map 51, Parcels 6, 6.1, 6.2.

Fletcher read the Staff Report stating that the petitioner seeks to reclassify Parcels 6, 6.1, and 6.2 of Tax Map 51 from the R-1, Single-Family Residential District to the O-I, Office and Institutional District. Addendum A of this report illustrates the location of the subject realty.

Parcel 6.1 currently contains a single-family dwelling unit and is addressed as 3566 Collins Ferry Road. This address is not currently included on the City's Rental Residential Property Registration list. Parcels 6 and 6.2 are vacant, undeveloped properties fronting Flagel Street.

Adjoining and to the north of the petitioner's property is the "Research Ridge" office complex. To the south of the subject site are single-family dwellings. These areas are located within the City of Morgantown.

To the west of Collins Ferry Road from the petitioner's property, the area of which is located outside the City of Morgantown, are multi-family residential complexes and an adult entertainment establishment. This area is included in the Monongalia County West Run Planning District for which the County enacted zoning regulations that became effective on July 1, 2011.

According to Monongalia County Planning Director Rich Wood, the County's zoning classification for the area west of the petitioner's property is R-4, High Density Residential. Multi-family residential development is permitted in this County zoning district. However, the adult entertainment establishment adjacent to the petitioner's property is considered a pre-existing, non-conforming, grandfathered use.

The petitioner advised Staff that he has made efforts to sell the property for single-family development. However, the petitioner maintains that the proximity of the adult entertainment establishment located outside the City of Morgantown has resulted in diminished market

interest. As such, the petitioner seeks to amend the zoning classification for the subject property so that it can be marketed for development permitted in the O-I District.

In November 2001, the petitioner requested a zoning map amendment for the same property from the R-1 District to the B-1 District. After much deliberation and vocal public opposition, the Planning Commission voted unanimously to forward City Council a recommendation to deny the petitioner's request. The petitioner decided to withdraw the zoning map amendment petition prior to City Council's consideration of same.

In December 2001, the petitioner returned to the Planning Commission requesting a revised zoning map amendment from the R-1 District to the PRO District. Again, the Planning Commission voted unanimously to forward City Council a recommendation to deny the request.

In February 2002, City Council, having also heard vocal public opposition, concurred with the Planning Commission's December 2001 recommendation and voted unanimously to deny the petitioner's zoning map amendment petition.

In May 2002, the petitioner filed a Writ of Mandamus with the Circuit Court of Monongalia County seeking the Court to declare that the action taken by City Council in denying the petitioner's request for rezoning was unlawful, arbitrary, capricious, unreasonable, and discriminatory. Further, the petitioner requested the Court to order the City of Morgantown to rezone the subject property from the R-1 District to the PRO District. On January 13, 2004, Honorable Circuit Judge Robert B. Stone denied the petitioner's writ mandamus petition (see attached Order for Civil Action No. 02-C-375).

#### ANALYSIS:

Staff recognizes that the area north of the petitioner's property has experienced growth over the last decade including expansions by Mylan Pharmaceuticals, the U.S. Department of Energy's National Energy Technology Laboratory, and multi-family, offices, and commercial development. However, nearly all of this development occurred outside the City of Morgantown for which zoning regulations, until July 1, 2011, were not enacted by the Monongalia County Commission.

The "Timberline Apartments" complex and the adult entertainment establishment were present prior to the City of Morgantown's 1999 Comprehensive Plan Update and the petitioner's ownership of the subject property.

Specifically, the adult entertainment establishment adjacent to the petitioner's property appears to have been established there since at least the early 1990's. Staff's request to obtain related information prior to this period from the West Virginia Alcohol Beverage Control Administration is pending.

According to online data through the Monongalia County Assessor's Office, the petitioner purchased Parcel 6.1 in December 2000.

Fletcher discussed the illustration included in the Staff Report as a portion of Map LU-2 of the 1999 Comprehensive Plan and illustrates that the planned use for the subject property was "Single-Family Residential."

Because the O-I, Office and Institutional District adjoins the petitioner's property, the requested zoning map amendment is considered a zoning district boundary adjustment.

According to Article 1343.01 of the Planning and Zoning Code, the purpose of the O-I, Office and Institutional District is to:

- (A) Provide for office and institutional uses and customary accessory uses on appropriately-sized lots; and,
- (B) Provide for a suitable environment for office and institutional uses that can be located adjacent to residential uses without undue harmful effects to such residential uses.

West Virginia State Code §8A-7-8 provides that if a zoning amendment is inconsistent with the adopted Comprehensive Plan, then City Council, with the advice of the Planning Commission, must find that there have been major changes of an economic, physical or social nature within the area involved which were not anticipated when the comprehensive plan was adopted and that those changes have substantially altered the basic characteristics of the area.

Zoning map amendment requests should be evaluated on their land-use merits alone. The petitioner's development intentions are extraneous and the Commission should consider the request on its merits as a land-use decision. In conducting such an analysis, the Commission should determine whether or not the O-I, Office and Institutional District is the most appropriate zoning classification for the petitioner's realty, weighing all possible future development and land use scenarios as permitted by the Planning and Zoning Code; particularly, Article 1343 "O-I, Office and Institutional District" and Table 1331.05.01 "Permitted Land Uses".

DeMasters recognized the petitioner's representative, Wendy Alke, 3335 Collins Ferry Road. Alke presented several pictures to the Commission depicting several views of the applicant's property. She explained that a neighboring property was approved for a Variance around the same time that Mr. Monazam requested rezoning, but was denied. She stated that there were two adjacent property owners who are not opposed to his request to rezone, one of which will speak during the public hearing. She said there were no residences who would be adversely affected by the proposed office building.

DeMasters commented that the Planning Commission is bound by the State Code and must prove that there has been a major change in development to the area. He stated that he did not believe three new buildings in 10 years was a major change.

Alke stated that they are not just three new buildings, but three buildings full of enterprise; one of which is currently for sale for a large amount of money. She also stated that NETL has grown substantially.

Fletcher asked for clarification on the parcels that the petitioner is seeking zoning reclassification on. Alke stated that all three parcels are stated in the request.

DeMasters again stated that he did not believe that growth constitutes major change and that he believed "major change" is the change to uses within the area.

Selin stated that she believes she was present for some of the petitioner's previous rezoning requests and that the preservation of residential area was the emphasis at that time.

Fletcher stated that he is not sure when the subdivision of parcels 6 and 6.1 took place, but parcel 6 and 6.2 front on Flagel as provided in the Planning and Zoning Code and that he did not believe the City could deny access to Flagel for these parcels.

There being no further questions by the Commission, DeMasters opened by public hearing portion of the meeting asking if anyone was present to speak in favor of the request.

Mark Godfrey, 3552 Collins Ferry Road, spoke in favor of the request stating that he has lived in the area for several years in an older home, and has considered tearing it down and rebuilding. He has decided this is not an area he would want to rebuild a home in. Compared to the other growth in the area – the noise and congestion that there already is – he cannot see how Monazam's plan for construction could have any adverse affect.

Esmail Monazam, owner of the property in question, stated that he feels the growth to the area should definitely be considered "major change". He stated that his land is useless as it is currently zoned.

Sherry Monazam, also owner of the property, reiterated her husband's statements and added that, since the strip club has went in, it has made the area much less desirable to live in. She stated that she cannot see how there could be opposition to an office building when a strip club is right there and people seem to overlook that.

There being no further comments in support of the petitioner, DeMasters asked if anyone was present to speak in opposition to the request.

Dave Hickman, 6 Flagel Street, spoke in opposition to the request, stating that his property is essentially like an island, surrounded by Mr. Monazam's property. He commended the thoroughness of the staff report. He stated that, at one of the prior attempts to rezone, Mr. Monazam made a threat that he would build a privacy fence if he did not support his request. He stated that when Esposito's request for rezoning was approved, they had no knowledge of it.

Sharon Lindsay, 10 Flagel Street, spoke in opposition to the request, stating that Flagel is a quiet is a quiet street, and while her family loves their home, they are not so happy with some of the development surrounding them. When they purchased their home, they were assured by their realtor that it all surrounding properties were zoned R-1 and that this type of building/development would not occur.

Fletcher read a letter he transcribed for Mr. Steven Popovich over the phone earlier in the day in support of the request.

There being no further comments, DeMasters declared the public hearing closed.

DeMasters granted Alke a five-minute rebuttal. Alke stated that she does not believe that the proposed office building will be close enough to the neighboring residences to be a concern.

There being no questions by the Commission, DeMasters asked for Staff recommendations.

Fletcher called attention to the Court Order for Civil Action No. 02-C-375 that was included in the meeting packet. Fletcher stated that many of the concerns, both for and against the petitioner's zoning map amendment, appear to have been considered and addressed in the Order.

Fletcher read Staff recommendation, stating that the Planning Division advises the Planning Commission to determine the following:

1. That the petitioner's zoning map amendment request is inconsistent with the 1999 Comprehensive Plan Update.
2. That the economic, physical, and social character of the development and land uses west of the petitioner's property and outside the City of Morgantown, the nature for and basis on which the petitioner has and presently seeks a zoning map amendment, has remained comparatively unchanged since:
  - a. The January 1999 adoption of the City of Morgantown Comprehensive Plan Update;
  - b. The December 2000 acquisition of the subject property by the petitioner;
  - c. The February 2002 City Council denial of the petitioner's zoning map amendment request for same;
  - d. The January 2004 Circuit Court denial of the petitioner's related Writ of Mandamus; and,
  - e. The January 2006 City Council enactment of the present Planning and Zoning Code.
3. That the reclassification of the realty along Flagel Street from the R-1 District to any other district within which office, commercial, and/or institutional development is permitted would enable transformational encroachment of same onto a well-established single-family residential area.
4. That the orderliness of maintaining the R-1 District classification for the realty along Flagel Street in support of single-family residential development; the stabilization of single-family residential property values; the promotion of desirable home surrounds; and, the happiness and comfort of citizens within the area immediate to the petitioner's property transcend the private interest and benefit of the petitioner.
5. That the zoning reclassification of the realty along Flagel Street to any other district within which office, commercial, and/or institutional development is permitted would be arbitrary and would solely benefit the private interest of the petitioner.

Fletcher stated that the Planning Division advises the Planning Commission to forward a recommendation to City Council to deny the petitioner's zoning map amendment request RZ12-03.

Selin stated that she feels the zoning should remain residential.

Loretta agreed and feels the zoning code is there to protect residential neighborhoods.

Petros said he feels the growth of NETL in the area is actually beneficial to the residential neighborhood.

Petros made a motion to recommend to City Council that request RZ12-03 be denied as stated in the Staff Report; seconded by Selin. Motion carried unanimously.



- D. **MNS12-13 / The Chapter House Association of Phi Sigma Kappa / 672 North High Street:** Request by Jeffrey Bailey, on behalf of the Chapter House Association of Phi Sigma Kappa, for minor subdivision approval of property located at 672 North High Street; Tax Map 26, Parcel 155; O-I, Office and Institutional District.

Fletcher read the Staff Report stating that the petitioner seeks to subdivide one parcel into two parcels to accommodate a sale to West Virginia University of the parking lot area at the rear of the existing fraternity house. Addendum A of this report illustrates the location of the subject property. The petitioner's proposed subdivision details include:

- The "Rear Parcel" will be 0.11 acres or approximately 4,792 square feet and have 100 feet of frontage on a public alley.
- The "Front Parcel" will be 0.36 acres or approximately 15,682 square feet and have 100 feet of frontage on North High Street.

The proposed rear parcel is less than the minimum area standard of 6,000 square feet and minimum lot depth standard of 100 feet in the O-I District. Additionally, the proposed subdivision boundary separating the "Rear Parcel" and the "Front Parcel", which follows the footprint of an existing retaining wall, creates a rear setback encroachment into the O-I District minimum 40 feet rear setback standard for the existing fraternity house structure on the proposed "Front Parcel". Furthermore, the "Rear Parcel" will contain the existing parking spaces used by the occupants of the fraternity house located on the "Front Parcel", which creates off-premise parking.

Article 1314.07 of the Planning and Zoning Code provides the following guidance concerning variances and modifications of the Subdivision Regulations:

"Where the subdivider can show that a provision of these Subdivision Regulations would cause unnecessary hardship if strictly adhered to and where, in the opinion of the Planning Commission, because of topographical or other conditions peculiar to the site, a departure may be made without destroying the intent of such provision, the Commission may authorize a variance. In granting variances and modifications the Commission may require such conditions as will, in its judgment, secure substantially the objective of the standards or requirements so varied or modified. Any variance or modification thus authorized is required to be entered in writing in the minutes of the Commission and the reasoning on which the departure was justified shall be set forth."

DeMasters recognized the petitioner, Mr. Jeff Bailey, a member of the Chapter House Association of Phi Sigma Kappa, who stated that they have been working with WVU for the past five years to renovate the property. Approximately one million dollars was spent on the property three years ago, with the intent to sell it to WVU. Due to some changes to the organizational structure of the University, that sale cannot be completed at this time. He would like to be able to sell them the parking lot parcel.

DeMasters asked who uses the parking lot. Mr. Bailey stated that the University rents spaces, but the residents of the house have first priority. The use will not change; it will only be a change in ownership.

DeMasters recognized Ron Justice, WVU, who stated that once the University purchases the property, they would enter a long-term lease (40 year) lease, with a 40 year renewal, with the Chapter House, and it would remain used for parking.

Selin clarified that, because WVU is a State Agency, this would be a rare occasion that the Planning Commission would approve such a request, due to the smallness of size of the parcel. Fletcher agreed that he cannot recall an occasion like this, and that it would be rare.

Wyant asked if WVU could use the property for something other than parking in the future. Fletcher stated that if WVU acquires the property, they would not have to comply with parking or zoning regulations. However, access to the back portion of this portion is very difficult, which makes building a structure very difficult.

Justice stated that they definitely intend to use it for parking, and there are no plans to erect any sort of structure on the lot.

There being no further questions by the Commission, DeMasters opened the public hearing portion of the meeting asking if anyone was present to speak in favor of or in opposition to the request. There being none, DeMasters declared the public hearing closed and asked for Staff recommendations.

Fletcher stated that Staff recommends that the Planning Commission find:

1. That the circumstances of the proposed subdivision and sale of the related "Rear Parcel" to West Virginia University, a state agency, appear to be peculiar to the site given its proximity to the University's campus and the University's real estate acquisitions and institutional relationships with associated fraternity and sorority organizations.
2. That once real estate is purchased by West Virginia University, a state agency, compliance with the City of Morgantown's Subdivision Regulations is no longer required.
3. That the Planning Commission has the authority to include reasonable conditions with its minor subdivision approval that substantially secure the objectives of the standards and requirements so varied or modified.
4. That, although West Virginia University may purchase the "Front Parcel" of the proposed subdivision at a future date, the Planning Commission can and should not attempt to include a condition compelling such real estate conveyance or transfer of ownership.

Staff recommends that the Planning Commission grant variance relief as requested and approve the minor subdivision with the following conditions:

1. That for planning and zoning purposes, the "Rear Parcel" shall be considered as part and parcel of the "Front Parcel" and shall not be considered to be a separate parcel of real estate for land use, development, conveyance, or transfer of ownership until conveyance or transfer of ownership of the "Rear Parcel" is to West Virginia University.
2. That the petitioner shall, to the satisfaction of the Planning Division, execute an access easement covenant with West Virginia University, running with both tracts of subject realty, ensuring the perpetual right of the owner, residents, visitors, and employees of the "Front Parcel" to use and enjoy the existing parking facilities located on the "Rear Parcel".
3. That the petitioner submit three (3) original final plat documents, including the above access easement covenant condition, signed and sealed by a surveyor licensed in the State of West Virginia for the Planning Commission President's signature; and,
4. That the final plat is filed at the Monongalia County Courthouse within thirty (30) days of meeting the conditions set forth above.

Wyant asked whether or not item No. 4 under Staff's recommending findings should be included. Fletcher stated that finding No. 4 should have been addressed under the "Analysis" section of the Staff Report. After some discussion, the Commission agreed that item No. 4 should not be included as a finding.

Selin made a motion to affirmatively find as Staff recommended under items No. 1, 2, and 3; seconded by Martis. Motion carried 7-1, with Loretta voting against the motion.

Selin made a motion to approve minor subdivision petition MNS12-13 with Staff recommended; seconded by Martis. Motion carried 7-1, with Loretta voting against the motion.

- E. **RZ12-04 / Morgantown Engineering and Construction, Inc. / 101 Fourth Street:** Request by Project Management Services, on behalf of Morgantown Engineering and Construction, Inc., for a Zoning Map Amendment from R-3 Multi-Family Residential District to IND, Industrial District and to remove the SSOD, South Sunnyside Overlay District from 101 Fourth Street; Tax Map 19, Parcels 7 and 8. **POSTPONED**

Fletcher advised the Commission that the petitioner requested this item be postponed to the September agenda.

#### VI. OTHER BUSINESS:

- A. Committee Reports
- Traffic Commission: No report.
  - Green Team: No report.
- B. Staff Comments: Fletcher reminded the Commission that the third Comprehensive Plan Update Steering Committee meeting was scheduled for Thursday, September 6, 2012 from 6:00 PM to 8:00 PM at the Morgantown Municipal Airport Administration Building in the basement conference room. Fletcher stated that the meeting was critical and will include small group work, decision-making, and plan direction.

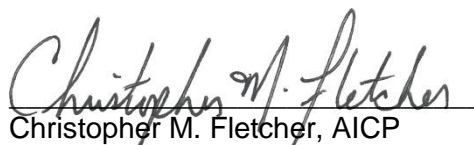
#### VII. FOR THE GOOD OF THE COMMISSION – None.

#### VIII. ADJOURNMENT: 8:22 PM

MINUTES APPROVED:

November 8, 2012

COMMISSION SECRETARY:

  
Christopher M. Fletcher, AICP